



INDIA CONFORMITY ASSESSMENT SCHEME (i-CAS)
for
HALAL MEAT AND MEAT PRODUCTS FOR EXPORTS



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INDIA CONFORMITY ASSESSMENT SCHEME (i-CAS) FOR HALAL MEAT AND MEAT PRODUCTS FOR EXPORTS

Scope: This Scheme lays down the requirements for Halal certification of specified meat and meat products intended for exports. The term 'Halal product' in the context of this Scheme indicates only meat and meat products (specified by DGFT from time to time) intended for exports.

Normative Reference: DGFT Notification No. 03/2023 dated 06.04.2023 and No. 34/2024-25 dated 01.10.2024

Part A: Terms & Definitions

ISO Online Browsing Platform: The International Organization for Standardization (ISO) maintains database of terms & definitions for use in standardization and which may be referred at the following web address: <https://www.iso.org/obp/ui>

Part B: Requirements for Halal Products

B1 Scope

This standard specifies the requirements for Halal Products that shall be followed by the organization (facility and/or business operator), while operating at any stage in the entire supply chain.

B3 General Requirements

B3.1 Meat and meat products, their derivatives, parts and extracts shall be subject to the provisions of allowance or prohibition in the context of Halal.

B3.2 Halal procedures shall be adhered to in all stages of supply chain for Halal products.

B3.3 All additives and raw materials used for the production of Halal products should be free of any non-Halal component; this should be supported by legalized official documents explaining its components including packaging materials.

B3.4 All Halal products should not contain any toxic substances and hazardous pollutants which are considered harmful to health.

B3.5 All Halal products should be devoid from contamination that is forbidden in the context of Halal.

B3.6 All non-Halal products should be completely separated from the Halal products throughout the supply chain in order to ensure their differentiation and non-mixing with each other and to prevent its contamination.

B3.7 The official bodies & authorities may take all necessary procedures to verify compliance of products with the special requirements of Halal products, and may take the appropriate procedures in accordance with the other applicable regulations.

B3.8 At the facilities for production of Halal products, general and specific health requirements as prescribed shall be adhered to.

B3.9 Animal slaughtering requirements, as required to render the products Halal, should be strictly followed.

B3.10 All devices, tools, production lines and associated materials used for Halal products should be clean, and it shouldn't be made of or contain non- Halal products.

B3.11 When transforming any appliances, tools or production lines that have been used or in touch with non-Halal products, they shall be cleaned according to general cleaning rules to remove traces of non-Halal products completely. Shifting from non-Halal to Halal procedure should not be repeating on an ongoing basis.

B3.12 When cleaning or maintaining machinery or devices that goes in touch with Halal products, there shall be no use of any detergent liquids, greases, oils or fats that contain non-Halal components or materials.

B4 Organization and Management Responsibility

B4.1 The organization shall be a legal entity that can be held legally responsible. A governmental certification body is deemed to be a legal entity on the basis of its governmental status.

B4.2 The organization shall at all times comply with any applicable statutory, regulatory and other requirements for Halal products.

B4.3 The organization shall have a process to identify, analyse, evaluate, treat, monitor, and document the risks related to Halal implemented by it on an ongoing basis. Where any risks are identified, the organization shall document and demonstrate how it eliminates or minimizes such risks. The top management of the organization shall on a continual basis review any residual risk to determine if it is within the level of acceptable risk.

B4.4 The organization shall be responsible for consistently achieving the intended results of implementation of the Halal and applicable requirements for certification.

B4.5 The management shall appoint a competent person(s), as its Authorized Officer(s), having knowledge concerning Halal, who is/are responsible to ensure the effectiveness in implementation of Halal principles and practices.

B4.6 The management shall ensure that they are trained on the Halal principles and its application.

B4.7 The management shall ensure that sufficient and appropriate resources (i.e. manpower, machines, materials, finances, facilities and infrastructure) are provided in order to implement Halal principles and practices.

B4.8 The organization shall be able to demonstrate that it has adequate arrangements (e.g. insurance or reserves) to cover liabilities arising from its operations for Halal products and the geographic areas in which it operates.

B5 Facilities and/or Premises

B5.1 Facilities and/or premises shall be designed and constructed or renovated so as to enable the process flow to control the risk of product contamination and shall be suitable for the intended purpose.

B5.2 The facilities and/or premises shall be designed to facilitate cleaning and proper supervision of hygiene.

B5.3 Layout of facilities and/or premises shall permit proper process flow, proper employee flow, good hygienic and safety practices, including protection against pest infestation and cross contamination between and during operations.

B5.4 Product process flow from receipt of raw materials to the finished products shall prevent cross contamination.

B5.5 Adequate sanitary facilities shall be provided and maintained.

B5.6 Loading and unloading bay shall be appropriately designed to allow effective transfer of perishable products.

B5.7 The facilities and/or premises shall be kept in good repair and condition to prevent pest access and to eliminate potential breeding sites.

B5.8 The facilities and/or premises shall be effectively separated and well insulated from pig farm or its processing activities to prevent cross contamination through personnel and equipment.

B5.9 Slaughtering and processing premises shall be dedicated for halal slaughtering and halal processing only.

B5.10 Processing of carcasses such as deboning, cutting, packing and storing shall be done in the same premises as slaughtering or in approved premises by the competent authority that meets the requirements of this standard.

B5.11 Pets and other animals shall be refrained from entering the facilities and/or premises.

B6 Devices, Machines and Processing Aids

B6.1 Devices, tools, machines and processing aids used for processing Halal food shall be designed and constructed to facilitate cleaning and shall not be made of or contain any materials that are decreed as non-Halal and shall be used only for Halal products.

B6.2 Devices, tools, machines and processing aids which were previously used or in contact with non-Halal materials shall be washed and cleansed as required.

B6.3 In the case of preparing a processing line for Halal products, the line shall be washed and cleansed as required. This procedure shall be supervised and verified by Authorized Officer(s) appointed by the Management.

B7 Hygiene, Sanitation and Safety Practices

B7.1 Hygiene, sanitation and safety practices are prerequisites in the preparation of Halal products. It includes the various aspects of personal hygiene, clothing, devices, tools, machines and processing aids, and the premises for processing, manufacturing and storage of Halal products.

B7.2 Halal product manufacturers shall implement measures to:

- a) inspect and sort raw material, ingredients and packaging material before processing;
- b) manage waste effectively;
- c) store harmful chemical substances appropriately and away from Halal products;
- d) prevent contamination of products by foreign matters such as plastic, glass or metal shards from machinery, dust, harmful gas or fumes, and hazardous chemicals; and
- e) prevent excessive use of permitted additives in manufacturing and processing, and suitable detection or screening devices should be used where necessary.

B7.3 Halal products shall be processed, packed and distributed under hygienic condition in facilities and/or premises licensed in accordance with international standards.

B8 Processing

B8.2 Slaughtering process shall follow the requirements mentioned in Clause 3.5.2. of MS 1500:2009.

B8.5 Processing, handling, distribution and serving - all processed Halal products shall meet the following requirements:

- a) Halal products shall not be processed using any components or products of animals that are non-Halal;
- b) Halal products shall not be processed using anything in any quantity that is decreed as non-Halal;
- c) Halal products and its ingredients shall be safe for consumption, non-poisonous, non-intoxicating or non-hazardous to health;
- d) Halal products shall be prepared, processed or manufactured using equipment and facilities that are free from non-Halal contamination; and
- e) During its preparation, processing, handling, packaging, storage, and distribution, Halal product shall be physically separated from any other product that does not meet the requirements specified in items a), b), c) and/or d) above.

B9 Packaging

B9.1 Halal products shall be suitably packed, and the packaging / wrapping materials shall be free from any non-Halal materials.

B9.2 Packaging / wrapping materials shall not be prepared, processed or manufactured from any raw materials that are decreed as non-Halal or by using equipment that is contaminated with non-Halal materials during preparation, storage or transportation. It shall be physically separated from any other non-Halal materials.

B9.3 Packaging / wrapping materials shall not contain any material that is considered hazardous on human health, and shall not have any toxic effect on the Halal product.

B9.5 Packaging / wrapping process shall be carried out in a clean and hygienic manner, and in sound sanitary conditions.

B9.6 Labelling materials used in direct contact with the product shall be non-hazardous and Halal.

B9.7 Halal products shall not be named or synonymously named after non-Halal products.

B9.8 Each package / container shall be marked legibly and indelibly with at least the following information:

- a) name of the product;
- b) net content expressed in metric system (SI units);
- c) name and address of the manufacturer, importer and/or distributor and trademark;
- d) list of ingredients;
- e) unique number identifying date and/or batch number of manufacture and expiry date;
- f) country of origin;
- g) date of slaughter;
- h) date of processing.

B10 Storage, Handling, Transportation

B10.1 All Halal products shall be categorised and segregated at every stage so as to prevent them from being mixed or contaminated with materials that are non-Halal.

B10.3 The tools, equipment and other accessories used for Halal products shall be totally separated from those used for non-Halal products.

B10.4 Suitable vehicles for transport shall be used appropriate as per the type of the Halal product and shall satisfy hygiene and sanitation conditions.

B12 Records

B12.1 The organization shall establish procedure to define the controls needed for the identification, storage, protection, retrieval, retention and disposition of its records, and to demonstrate the fulfilment of the requirements of i-CAS in its internal audits as well as in audits/inspections by external bodies. The organization shall retain records for a period of at least 3 years, and/or in accordance with its contractual and legal obligations, whichever is later.

B12.2 The organization's records shall be internally traceable to the person(s) who performed the specific activities, especially the key activities.

Part C: Requirements for Certification Bodies

C1 Scope

This standard specifies the requirements for the consistent operation of the certification bodies and the implementation of certification procedures for this Scheme.

C2 Normative References

- C2.1 ISO/IEC 17000: Conformity assessment - Vocabulary and general principles.
- C2.2 ISO/IEC 17020: Conformity assessment - General criteria for the operation of various types of bodies performing inspection.
- C2.4 ISO/IEC 17025: General requirements for the competence of testing and calibration laboratories.
- C2.5 ISO/IEC 17065: Conformity assessment - Requirements for bodies providing certification of products, processes and services.
- C2.6 ISO 19011: Guidelines for auditing management systems.
- C2.7 ISO/TS 22003: Food safety management systems - Requirements for bodies providing audit and certification for Food safety management systems.

C3 General Principles

- C3.1 The principles given in Annex A of ISO/IEC 17065:2012 are the basis for any specific performance and requirements described in this standard. These principles should be applied as guidance for the decisions that may need to be made in unanticipated situations.
- C3.2 The overall aim of Halal certification is to give confidence to all parties that a certification body fulfils specified requirements. The value of certification is the degree of public confidence and trust that is established by an impartial and competent assessment by a third-party.
- C3.3 The certification body and its employees must adhere to the requirements of Halal and deal with the highest degree of responsibility, integrity and neutrality when applying the requirements related to it.

C4 General Requirements

- C4.1 *General*
All the requirements given in Clause 4.1 of the ISO/IEC 17065:2012 shall apply.
- C4.2 *Legal Responsibility*
All the requirements given in Clause 4.1.1 of ISO/IEC 17065:2012 shall apply.
- C4.3 *Certification Agreement*
All the requirements given in clause 4.1.2 of ISO/IEC 17065:2012 shall apply. In addition to allowing the periodic and sudden evaluation visits of the certification body and to its customers.
- C4.4 *Responsibility for Certification Decisions*
All the requirements given in clause 7.6 of ISO/IEC 17065:2012 shall apply.
- C4.5 *Responsibility for the use of Halal Certificate and Mark*
All the requirements given in clause 4.1.3 of ISO/IEC 17065:2012 shall apply.
- C4.6 *Management of Impartiality*
All the requirements given in clause 4.2 of ISO/IEC 17065:2012. The certification body or any part of the same legal entity, shall be impartial in taking decisions without any financial, commercial or other pressures affecting

the independence and impartiality of its certification activities or decisions, and shall not offer or provide advice or consultancy in Halal or for any other related quality systems.

C4.7 Liability and Financing

All the requirements given in clause 4.3 of ISO/IEC 17065:2012 shall apply.

C5 Operations

C5.1 The certification body shall take all necessary steps to assess compliance with Halal standards and/or regulations as applicable for exports, and other requirements such as sampling, testing and/or inspection in accordance with this Scheme.

C5.2 The certification body shall ensure the suitability and competence of bodies and personnel as stated in clause 6 of ISO/IEC 17065:2012 and Annex C of ISO/TS 22003.

C6 Structural Requirements

C6.1 Organizational Structure and Top Management

All the requirements given in clause 5.1 of ISO/IEC 17065:2012 shall apply.

C6.2 Committee for Safeguarding Impartiality

All the requirements given in clause 5.2 of ISO/IEC 17065:2012 and the following shall apply:

C6.2.1 The Committee should include at least one expert with knowledge of Halal. The Committee must actively review work performance in accordance with the requirements of Halal; ensure integrity of issuance of the certification, and review the overall operations of the certification body.

C6.2.2 The certification body shall on an ongoing basis identify and analyse actual or potential risks that may arise from its activities, its personnel or its relationships in the implementation of the certification requirements of Halal, and shall be able to demonstrate how it eliminates or minimizes such risks.

C7 Resource Requirements

C7.1 Competence of Personnel

All the requirements given in clause 6.1 of ISO/IEC 17065:2012 shall apply. Additionally, the certification body shall have processes to ensure that personnel have adequate competence with respect to processes in certification of Halal.

C7.2 Personnel involved in the Certification Procedures

All the requirements given in clause 6.2 of ISO/IEC 17065:2012 and the following shall apply:

C7.2.1 The certification body shall ensure that the auditors and decision makers for the Halal certification are technically competent and are of high ethics. Technical experts can be recruited for specific technical areas. At least one person in the audit team for Halal certification audits shall be an expert in Halal.

C7.2.2 The procedures for auditing and issuing the Halal certificates shall be carried out in an effective and harmonized manner, and the certification body shall specify the minimum requirements and criteria for qualifying key managerial and specialized technical personnel. These requirements may include training in the application of Halal standards and/or regulations, quality management systems, product certification and food safety management systems.

C7.2.3 The audit personnel of the certification body can be regular and/or on contract basis. The certification body shall review and monitor the work of its personnel, be responsible for their work and performance, and maintain all records to demonstrate their engagement, work and monitoring of performance.

C7.2.4 The certification body shall require its personnel involved in the Halal certification to sign a contract or other document in which they commit themselves to:

- a) Comply with the rules defined by the certification body, including those related to confidentiality and independence from commercial and other interest(s).
- b) Declare any previous or current activities in association with and/or employed in organizations involved in Halal products, or in granting Halal certificates to an organization where they are intended to be employed or hired.

C7.2.5 Records of the relevant qualifications, trainings, experience and competence of each key managerial and technical personnel involved in the Halal certification process shall be maintained by the certification body.

C7.3 Personnel for Review of Contracts

C7.3.1 Knowledge

The certification body shall ensure that the personnel carrying out contract review shall have the appropriate knowledge and understanding, especially with regards to:

- a) Relevant standard(s), regulation(s), and the processes for Halal products;
- b) Quality Management Systems, especially the Food Safety Management Systems;
- c) Product conformity requirements and procedures.

C7.3.2 Competence

The certification body shall ensure that the personnel carrying out contract review have demonstrated ability to apply knowledge and skills in the following areas:

- a) Classification of applicants w.r.t. the Halal products;
- b) Assessment of applicant's products, processes and practices;
- c) Evaluation of competencies and requirements of Halal certification auditors;
- d) Determination of the planning and execution time of the audit and the actual time of implementation of the audit (*Annex C-2*);
- e) certification body's policies and procedures related to contract review.

C7.4 Personnel Responsible for Decision-making on Halal Certification

- C7.4.1** The certification body shall ensure that the personnel who take decisions to grant, refuse, maintain, renew, suspend, restore or withdraw Halal certification, or to expand or reduce the scope of the scope of certification, have the relevant experience and demonstrated competence to understand the applicable standard and/or regulation for Halal products, the certification scheme requirements and procedures, and shall be able to evaluate the outcomes of the audit processes, including the recommendations of the audit team. The committee responsible for decision-making shall have at least 3 members, out of which at least 1 member shall be an expert on Halal certification. Decisions on Halal certification shall be taken unanimously.

C7.4.2 Competence

The certification body shall ensure that the members of the decision-making committee have demonstrated ability to apply knowledge and skills especially in the following areas:

- a) Requirements in Standards and/or Regulations for Halal products;
- b) Current principles and understanding of relevant management systems;
- c) Identification and assessment of risks for Halal requirements;
- d) Corrections and corrective actions to be taken with regards to Halal;
- e) Laws/regulations and provisions therein relevant to the Halal product;
- f) Products, processes, technology and practices in manufacturing;
- g) Evaluating and reviewing the audit report for accuracy and completeness;
- h) Evaluating and reviewing effectiveness of corrective actions;
- i) The overall certification process;

C7.5 Technical Auditors

- C7.5.1** The technical auditor(s) of certification body shall have relevant knowledge with regard to Halal certification, should have knowledge and understanding of relevant product standard(s), regulation(s) and other technical requirements, and should have received training or have demonstrated competence on Halal certification.

- C7.5.2** The certification body shall ensure that the technical auditors demonstrate their competence in:

- a) Principles relating to management systems, including food safety management systems;
- b) Regulations / legislations as applicable and relevant;
- c) Standards for relevant Halal products;
- d) Auditor training on ISO 19011;
- e) Processes, procedure(s) for Halal certification.

C7.5.3 Work Experience

The certification body shall ensure that the technical auditor(s) shall have at least five years of full-time experience in a related field, with at least two years in quality assurance, product safety, conformity assessment or equivalent.

C7.5.4 Audit Experience

The certification body shall ensure that within the last two years the technical auditor has performed at least ten certification audits (such as on product/process certification, food safety management systems etc.) under the leadership of a qualified auditor and/or as a qualified auditor as a part of audit team.

C7.5.5 Competence

- C7.5.5.1** The competencies of technical auditors shall be recorded as per clause 7.4 of ISO 19011:2018. The certification body shall provide evidence of the successful evaluation of the technical auditors.

- C7.5.5.2 The certification body shall ensure that the technical auditors demonstrate ability to apply knowledge and skills in the following areas:
- a) Audit principles, procedures and techniques: to enable the auditor to apply them appropriately in different audits and to ensure that audits are conducted in a consistent and systematic manner. A technical auditor shall be able to:
 - Apply audit principles, procedures and techniques,
 - Plan and organize the work effectively,
 - Conduct the audit within the agreed time schedule,
 - Prioritize and focus on matters of significance,
 - Collect information through effective interviewing, listening, observing and reviewing documents,
 - Keep records and data,
 - Understand the method and techniques of sampling for auditing,
 - Verify the accuracy of collected information,
 - Confirm the sufficiency and appropriateness of audit evidence to support audit findings and conclusions,
 - Assess those factors that can affect the reliability of the audit findings and conclusions,
 - Use work documents to record audit activities,
 - Prepare audit reports,
 - Maintain the confidentiality and security of information,
 - Communicate effectively, either through personal linguistic skills or through an interpreter.
 - b) Evaluate product certificate, and understand management systems and other reference documents;
 - c) Assess organizational structure, documents, processes and records;
- C7.5.5.3 The certification body shall ensure that the technical auditor(s) as part of audit team demonstrate their ability to apply requirements, knowledge and skills relevant for audit in the context of certification of Halal products.
- C7.6 *Technical Experts*
- C7.6.1 *Education*
The requirements of clause 7.5.1 shall apply.
- C7.6.2 *Work Experience*
The certification body shall ensure that the technical experts have at least five years of work experience in their technical area.
- C7.6.3 *Competence*
The certification body shall ensure that the technical experts demonstrate their ability to provide expertise in their technical area.
- C7.7 *Audit Team*
- C7.7.1 The certification body shall ensure that the Halal certification audit team have competencies as required by the audit.
- C7.7.2 The audit team shall consist of at least two members. One of them shall be technical auditor having knowledge of Halal certification.
- C7.7.3 In the case of external technical auditors and external technical experts, all the requirements given in clause 6.2.2 of ISO/IEC 17065:2012 shall apply.
- C7.8 *Testing*
When a certification body decides to avail testing services related to Halal certification , a properly documented agreement covering the arrangements including confidentiality and conflict of interest shall be drawn up with the laboratory. All the requirements given in clause 6.2.2 of ISO/IEC 17065:2012 shall apply. Additionally, the certification body shall:
- a) Assume full responsibility for the testing and retain its responsibility to approve, grant, withdraw, suspend, terminate the certificate and extend or reduce the scope of the certificate.
 - b) Ensure that the testing body is competent, accredited for the relevant scopes as per ISO/IEC 17025 under the National Accreditation Board for Testing and Calibration Laboratories (NABL) and in conformity with the provisions of this standard and any other relevant documents related to testing, and shall not be directly or indirectly involved in the manufacture/processing of Halal products in a manner that may spoil objectivity and neutrality.
 - c) have documented procedures to control such testing operations and have records to demonstrate its control.

C7.9 *Personnel Records*

All the requirements given in clause 6.1.2.2 of ISO/IEC 17065:2012 shall apply.

C8 Information Requirements

All the requirements given in clause 4.6 and 7.8 of ISO/IEC 17065:2012 shall apply. The certificate shall identify in detail the type of product that has been certified.

C8.1 *Publicly Accessible Information*

All the requirements given in clause 4.6 of ISO/IEC 17065:2012 shall apply.

C8.2 *Halal Certificate*

All the requirements given in clause 7.7 of ISO/IEC 17065:2012 shall apply.

C8.3 *Directory of Halal Certified Clients and Products*

All the requirements given in clause 7.8 of ISO/IEC 17065:2012 shall apply.

C8.4 *Reference to Halal Certificate and use of Halal Marks*

All the requirements given in clause 4.1.3 of ISO/IEC 17065:2012 and the following shall apply:

C8.4.1 The certification body must exercise proper control over the Halal certificates and the organizations to which they are issued, to ensure proper use, display and claim of the Halal certificates and certification marks.

C8.4.2 The obligation to use the Halal certificate and the Halal marks permitted by the certification body.

C8.4.4 Holders of Halal certificates who have not been able to renew their certificates are not allowed to claim Halal certification or use the Halal mark.

C8.4.5 The Halal mark shall comply with the relevant standards and/or regulations.

C8.4.6 The Halal mark can be clearly printed on all products certified for Halal so that it can be glued to each box / package.

C8.4.7 Companies may print the Halal mark in colours appropriate for their packaging as long as this does not alter the original specifications of the mark.

C8.4.9 The certificate holder shall not be allowed to reproduce the Halal certificate issued in such a way as to impair its clarity, nor shall he tamper with the original copies thereof or make copies of them, nor shall he be allowed to translate the certificate and / or test reports to other languages without the consent of the certification body.

C8.5 *Confidentiality*

All the requirements given in clause 4.5 of ISO/IEC 17065:2012 shall apply.

C8.6 *Information exchange between a Certification Body and its Clients*

All the requirements given in clause 4.1.2.2 of ISO/IEC 17065:2012 shall apply.

C9 Process Requirements

C9.1 *General Requirements*

C9.1.1 The certification body must specify the exact scope of application for Halal certification in terms of categories of Halal product.. The certification body should not exclude any scope of application for the Halal certification when such scope has an impact on the requirements of Halal.

C9.1.2 The certification body shall have a process for selecting the audit day, time and category so that the audit team has the opportunity for auditing the organization operating on a representative number of product lines, categories and sectors covered by the scope. The certification body shall review the results of all laboratory tests regarding the Halal status of the product.

C9.1.3 The audit programme shall include a two-stage initial audit, surveillance audit in the first and the second years, and a recertification audit in the third year prior to expiration of certification. The three years certification cycle begins with the certification or recertification decision. The determination of the audit programme and any subsequent amendments shall consider the size of the organization of the client, the scope and complexity of its management system, products and processes as well as the demonstrated effectiveness of level of management system and the results of any previous audits. When a certification body is taking into account the certificate or other audits already granted to the client, it shall collect sufficient, verifiable information to justify, and record any adjustments to the audit programme. The halal certificate is valid for three years and will be suspended or cancelled at any time when the certified organization is found to contravene the approved halal standard and any related requirements.

C9.1.4 All the requirements given in clauses 7.2 and 7.3 of ISO/IEC 17065:2012 regarding the application and application review shall apply.

C9.1.5 The certification body shall have documented procedures for determining audit timelines. The certification body shall determine the time needed for each client to plan and accomplish a complete and effective audit of the client's product and management system in the context of this Scheme. The audit time specified by the certification body, and the justification for the identification shall be recorded. While determining the audit time, the certification body should consider *Annex C-2* and the following aspects:

- a) Requirements of Halal;
- b) Size and complexity of the organization.
- c) Technological and regulatory context.
- d) Activities included in the scope of the production or procedures or product safety management system.
- e) Results of any prior audit(s).
- f) Number of sites or establishments with multiple locations.

C9.1.6 Each site of a multi-site establishment needs to be assessed and certified separately.

C9.1.7 All the requirements given in clauses 7.2 to 7.4 of ISO/IEC 17065:2012 shall apply.

C9.1.8 The certification body shall provide a written report for each audit. The report shall be based on relevant guidance provided in ISO 19011 where the audit team may identify opportunities for improvement but shall not recommend specific solutions perceived as consultancy. Ownership of the audit report shall be maintained by the certification body. The report shall include references to issues relevant to the Food Safety Management System.

C9.1.9 All the requirements given in clauses 7.5 and 7.6 of ISO/IEC 17065:2012 shall apply.

C9.2 *Initial Audit and Halal Certification*

C9.2.1 *Application*

- a) All the requirements given in clause 7.2 of ISO/IEC 17065:2012 shall apply.
- b) The certification body shall require the applicant for the Halal certificate to provide detailed information concerning its entity / legal status, raw materials, processes, food safety management system issues, HACCP analysis plan, number of work shifts and number of employee per shift etc.

C9.2.2 *Application Review*

All the requirements given in clause 7.3 of ISO/IEC 17065:2012 shall apply.

NOTE: In case of non-conformities found during the audit, the producer owner shall make a declaration, before renewal of application, that he has completely removed all the non-conformities detected in the audit. In case of any unsuccessful procedures in the process of issuing the certificate, the new application shall only be accepted if the client makes such a declaration. If the first application for certification was unsuccessful and the client wishes to approach another certification body, then the applicant shall provide detailed information regarding its first application for certification.

C9.2.3 *Initial Halal Certification Audit*

The initial certification audit of Halal product shall be conducted in two stages as part of the evaluation process:

C9.2.3.1 *Stage 1 Audit (Document and System Evaluation)*

C9.2.3.1.1 All the requirements given in clause 7.4 of ISO/IEC 17065:2012 and the following shall apply:

Stage 1 audit shall review the documentation included in Halal requirements and/or the product safety management system to determine if the combination of control measures is suitable for the organization, and conform to requirements of Halal. The availability of relevant licenses should also be verified when collecting information on compatibility with national or international regulatory aspects.

C9.2.3.1.2 The objectives of the stage 1 audit are to present a scenario for developing a plan for the stage 2 audit by gaining an understanding of good practices and the concept of identifying and analysing product safety risks such as PRPs (ISO 22002), HACCP, and in particular, the organization's state of readiness for audit by reviewing the extent to which:

- a) The organization has identified (PRPs) that are appropriate to the business (e.g. regulatory and statutory requirements),
- b) The product safety management system includes adequate processes and methods for the identification and assessment of the organization's safety hazards, and subsequent selection and categorization of control measures (combinations),
- c) Availability of legislations regarding the safety of products in the areas relevant to the organization,
- d) The product safety management system is designed to achieve the organization's safety policy,
- e) The product safety management system implementation program justifies for further audit (stage 2),

- f) The validation, verification and improvement programs conform to the requirements of the product safety management system standard,
- g) The product safety management system documents and arrangements are in place to communicate internally and with relevant suppliers, customers and relevant parties
- h) Any additional documentation that requires revision and/or knowledge that needs to be obtained in advance.

C9.2.3.1.3 Stage 1 audit shall be carried out at the premises of the certification body.

C9.2.3.1.4 All the requirements given in clause 7.4 of ISO/IEC 17065:2012 shall apply.

C9.2.3.1.5 Any part of the product safety management system that is audited during stage 1 audit and determined to be fully implemented, effective and in conformity with requirements, may not need to be re-audited during stage 2 audit. However, the certification body shall ensure that the already audited parts of the product safety management system continue to conform to the certification requirements. In this case, stage 2 audit report shall include these findings and shall clearly state that conformity has been established during stage 1 audit.

C9.2.3.1.6 All requirements given in clause 7.4 of ISO/IEC 17065:2012 shall apply. The interval between stage 1 and stage 2 audits is reasonably expected not to be longer than 6 months. Stage 1 audit should be repeated if a longer interval is needed.

C9.2.3.2 *Stage 2 Audit (On-Site Implementation Evaluation)*

All the requirements given in clause 7.4 of ISO/IEC 17065:2012 shall apply.

C9.2.4 *Initial Halal Certification Audit Conclusions*

All requirements given in clause 7.5 of ISO/IEC 17065:2012 shall apply.

C9.2.5 *Sampling*

C9.2.5.1 When necessary, the audit team shall take samples in sufficient quantities from production premises to perform required inspections and tests.

C9.2.5.2 If the Halal certificate of products is based on testing / inspection of halal products, it must be in accordance with a specific sampling schedule using statistical methods at different levels of confidence. In determining any sampling requirements, the Halal certification body shall establish documented procedures for the selection and control of samples to ensure traceability, and that they represent the Halal product.

C9.2.5.3 Samples taken by the audit team shall be sent for analysis to a laboratory accredited in accordance with ISO/IEC 17025 by the National Accreditation Board for Testing and Calibration Laboratories (NABL).

C9.2.6 *Inspection*

C9.2.6.1 Inspections on the Halal product shall be determined in accordance with the requirements of the Halal product and the national and/or regional or international legal provisions.

C9.2.6.2 Bodies that undertake inspections shall be accredited in accordance with the standard ISO/IEC 17020 from the National Accreditation Board for Certification Bodies (NABCB).

C9.2.6.3 When independent testing facilities are not available, the certification body shall ensure that the specified controls are in place at the supplier's testing facilities, and are managed in a manner which provides confidence in the results obtained and that records are available to justify the confidence.

C9.3 *Surveillance Activities*

All requirements given in clauses 7.9 and 7.10 of ISO/IEC 17065:2012 and the following shall apply:

C9.3.1 The certification body shall conduct surveillance at certain time intervals according to clause 7.9 of ISO/IEC 17065:2012, as deemed necessary in order to verify the continued compatibility of the Halal Product with the requirements of the certificate, taking into account the requirements of the Halal product criteria on which the certificate was based, the nature of the product / service being monitored, the requirements of the certificate, inconsistencies in conformity to Halal product or in the Halal production premises or any complaints received regarding the Halal product .

C9.3.2 When Halal production premises are audited and nonconformities that directly affect Halal product safety are detected, samples are taken for surveillance purposes.

C9.3.3 In all cases, the procedures with regard to issued reports as a result of surveillance shall be determined by decision maker(s).

C9.4 *Recertification*

All requirements given in clause 7.9 of ISO/IEC 17065:2012 and the following shall apply:

- C9.4.1 Halal certificate owners (certified organization) should submit a recertification or renewal application six (6) months prior to the expiry date of current Halal certificate.
- C9.4.2 Halal certificate owners who failed to renew their certificates will not be allowed to use the Halal mark at the premises or on the manufactured products.
- C9.5 *Special Audits*
All requirements given in clause 7.9 of ISO/IEC 17065:2012 shall apply.
- C9.6 *Cancelling, Suspending, Withdrawing Halal Certification or Reducing the Scope*
All requirements given in clause 7.11 of ISO/IEC 17065:2012 shall apply.
- C9.7 *Appeals and Complaints*
All requirements given in clause 7.13 of ISO/IEC 17065:2012 and the following shall apply.
- C9.7.1 Applications in the case of any appeals or complaints regarding certification services shall be raised to the certification body. A committee, or two distinct committees, for appeals and complaints shall be established and be responsible for resolving such cases and informing the concerned parties accordingly.
- C9.7.2 The members of this committee shall be independent from the Halal certification activities related to the subject complaint or appeal.
- C9.7.3 This committee shall consist of a minimum of three persons, where at least one of them must be a Halal certification expert.
- C9.7.4 Complaints by consumers regarding a certified Halal product/service shall be evaluated by the certification body, which will be responsible for making the necessary investigations. As a result of such evaluations, if the complaint is found to be justified then the certificate holder shall be required to compensate for the damage(s) caused under the relevant provisions of the contract.
- C9.8 *Records of Applicants and Products that are Halal Certified*
All requirements given in clause 7.8 of ISO/IEC 17065:2012 shall apply.
- C10 Management System Requirements**
All requirements given in clause 8 of ISO/IEC 17065:2012 shall apply.

Annex C-2 **(Informative)** **Minimum Audit Time**

C-2.1 General

In determining the audit time needed for each site as required in Clause 9.1.4, the certification body should consider the minimum required time on-site for initial certification given in Table C-2.1.

The minimum time includes stage 1 and stage 2 of the initial certification audit (Clause 9.2.3) but does not include the required time for the preparation of the audit nor the time for writing the audit report.

To avoid duplication where another relevant management system is in place and certified by the certification authority itself, no additional time is required (table C-2.1) and in case of joint audit involving a Food safety management system, the audit time can be reduced if it is justified and documented.

The minimum audit time is established for the audit of a Food Safety Management System which includes one HACCP study.

The minimum on site surveillance audit time for product and/or services should be, with a minimum of half audit day (Applied to all types of audits).

The number of auditors for each audit day takes into account the effectiveness of the audit and the resources of the entity being subject, as well as the resources of the certification authority.

And where additional meetings are required, for example audit meetings, coordination and briefings audit, an increase in audit time may be required.

The number of employees should be expressed as the number of full-time equivalent employees (FTEs). When an enterprise operates workers in shifts, the products and / or operations are Similar, FTE is calculated based on employees in the main shift (including workers, Seasoners) as well as office workers.

Some categories are subject to multi-site sampling, and this can be taken into consideration when calculating audit time.

If sites are sampled, the site sample is selected before the audit period is applied.

Therefore, audit time accounts should be applied to each site in accordance with the requirements of this Annex and Table C-2.1.

If the scope of a single client facility covers more than one category, the audit time account is the highest recommended basic check. Additional time is needed for each risk analysis point and critical control point, (i.e. a minimum of 0.5 man-day audit for each risk analysis point and critical control point.

Other factors may necessitate increasing the minimum audit time (e.g. number of product types, number of product lines, product development, number of CCPs, number of operational PRPs, building area, infrastructure, in-house laboratory testing, need for a translator).

C-2.2 Calculation of minimum initial certification audit time

C-2.2.1 The minimum audit time for a single site, T_s , expressed in days, is calculated as follows:

$T_s = (TD + TH + TMS + TFTE)$, where

TD : is the basic on-site audit time, in days;

TH : is the number of audit days for additional HACCP studies;

TMS : is the number of audit days for absence of relevant management system;

$TFTE$: is the number of audit days per number of employees.

C-2.2.2 The audit time for each site in addition to the main site, is calculated according to Table C-2.1 with a minimum of 1 audit day per site.

When properly documented and justified, a reduction can be made for a less complex organization measured by number of employees, size of the organization and/or product volume or within categories having a (T_s) time of less than 1,5 audit days.

Table C-2.1

Basic on-site audit time, in audit days T_D	Number of audit days for each additional HACCP study T_H	Number of audit days for absence of certified relevant management system T_{MS}	Number of audit days per number of employees T_{FTE}	For each additional site visited
1,50	0,5	0,25	1 to 19 = 0 20 to 49 = 0,5 50 to 79 = 1,0 80 to 199 = 1,5 200 to 499 = 2,0 500 to 899 = 2,5 900 to 1299 = 3,0 1300 to 1699 = 3,5 1700 to 2999 = 4,0 3000 to 5000 = 4,5 > 5000 = 5,0	50% of Minimum on-site audit time

C-2.3 Calculation of minimum surveillance and recertification audit time

The minimum surveillance audit time shall be one-third of the initial certification audit time, with a minimum of 1 audit day. The minimum recertification audit time shall be two-thirds of the initial certification audit time, with a minimum of 1 audit day. When properly documented and justified, a reduction to the minimum can be made in a less complex organization measured by number of employees, size of the organization and/or product volume or within categories having an initial minimum audit time of less than 1,5 audit days.

Part E: Requirements for Accreditation Bodies accrediting CBs

E1 Scope

This standard specifies the requirements for competence, consistent operation and impartiality of the accreditation bodies offering accreditation services to certification bodies in accordance with the requirements of ISO/IEC 17011:2017 and this document.

E2 Normative References

- E2.1 ISO/IEC 17000: Conformity assessment - Vocabulary and general principles.
- E2.2 ISO/IEC 17011: Conformity assessment — Requirements for accreditation bodies accrediting conformity assessment bodies.

E3 General Requirements

E3.1 *Legal Responsibility*

Requirements of clause 4.1 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall have the responsibility to ensure compliance to applicable requirements, in the context of this Scheme, by the certification bodies, and shall have a mechanism and structure to ensure it while providing its accreditation services.

E3.2 *Accreditation Agreement*

Requirements of clause 4.2 of ISO/IEC 17011:2017 shall be applicable.

E3.3 *Use of Accreditation Symbols and Other Claims of Accreditation*

Requirements of clause 4.3 of ISO/IEC 17011:2017 shall be applicable.

In addition, accreditation body providing accreditation services to certification bodies shall be signatory to the International Accreditation Forum (IAF) MLA for Product Certification (ISO/IEC 17065).

E3.4 *Impartiality Requirements*

Requirements of clause 4.4 of ISO/IEC 17011:2017 shall be applicable.

E3.5 *Financing and Liability*

Requirements of clause 4.5 of ISO/IEC 17011:2017 shall be applicable.

E4 Structural Requirements

Requirements of clause 5 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall:

- i) Have the authority and be responsible for its Halal related accreditation decisions, which shall not be subject to approval by any other organization or person.
- ii) Document the duties, responsibilities and authorities of top management and other personnel associated or involved in the accreditation process for Halal.
- iii) Develop policies related to Halal in the context of the Scheme.
- iv) Identify requirement for decision making for Halal.
- v) When authorities are delegated to committees or individuals, the accreditation body shall ensure competency of such parties in Halal principles and practices.
- vi) Have access to needed expertise in the field of Halal. Access to the necessary expertise may be obtained through one or more committees (either ad-hoc or permanent), each responsible within its scope.
- vii) For committees formed to be involved in halal compliant accreditation, the accreditation body shall ensure the competency of committee members including expertise in Halal.
- viii) Comply to any regulation concerning Halal within their territory.

E5 Resource Requirements

E5.1 *Competence of Personnel*

E5.1.1 Requirements of clause 6.1 of ISO/IEC 17011:2017 shall be applicable.

E5.1.2 Determination of Competence Criteria: Requirements of clause 6.1.2 of ISO/IEC 17011:2017 shall be applicable.

In addition; the accreditation body shall:

- a) Have a documented process for determining and documenting the competence criteria for personnel involved in the management and performance of Halal related accreditation and assessment activities. Competence

criteria shall be determined with regard to the requirements of accreditation schemes and shall include the required knowledge and skills for performing Halal related accreditation activities.

- b) Ensure that its personnel who work in the field of Halal are having the required knowledge in Halal compliant conformity assessment practices.
- c) Ensure the assessment team, and the accreditation body personnel who review documents, review assessment reports, and make accreditation decisions includes personnel who demonstrate knowledge of Halal and are qualified, shall be reviewed by the accreditation body (*refer ISO/IEC 17065 clause 4.6.3*).
- d) Ensure the assessment team, and the accreditation body personnel who review assessment reports, make accreditation decisions and manage accreditation schemes, demonstrate knowledge of risk-based assessment principles related to Halal compliant accreditation activities/practices.
- e) Ensure the assessment team has personnel who demonstrate(s) knowledge of Halal practices and processes of the conformity assessment body's business environment.
- f) Ensure that the group or individual that takes the accreditation decisions totally understand the applicable Halal requirements and shall have competence to evaluate the outcomes of the Halal assessment, including where appropriate related recommendations of the assessment team related to Halal.

E5.1.3 Competence Management: Requirements of clause 6.1.3 of ISO/IEC 17011:2017 shall be applicable.

In addition:

- a) The accreditation body shall have access to expert personnel who can evaluate assessors conducting assessments in the field of Halal.
- b) Each assessor working in Halal assessment shall be observed at regular intervals. This shall be at least every three years, unless there is sufficient supporting evidence that the assessor is continuing to perform competently.

E5.2 *Personnel Involved in the Accreditation Process*

Requirements of clause 6.2 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall:

- a) Describe the qualifications, experience, knowledge, competence and training required for personnel who are working in Halal compliant conformity assessment practices.
- b) Have access to experts in Halal who can carry out such compliant assessments, review Halal related documents, and can be involved in decision making process of such accreditation.
- c) Ensure that assessors and, where relevant, experts who will work in the field of accreditation in the context of this Scheme, are:
 - i) familiar with Halal, competent and well trained on different aspects of the Halal.
 - ii) familiar with accreditation procedures, IAF requirements for conformity assessment schemes, accreditation criteria, and other relevant requirements,
 - iii) have undergone a relevant assessor training related to Halal.
 - iv) have access to at least one assessor/expert for Halal.

E5.3 *Personnel Records*

Requirements of clause 6.3 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall maintain records of relevant qualifications, training, experience and competence of each person involved in the accreditation process related to halal compliance.

E6 **Process requirements**

E6.1 *Accreditation Requirements*

Requirements of clause 7.1 of ISO/IEC 17011:2017 shall be applicable.

E6.2 *Application for Accreditation*

Requirements of clause 7.2 of ISO/IEC 17011:2017 shall be applicable.

E6.3 *Resource Review*

Requirements of clause 7.3 of ISO/IEC 17011:2017 shall be applicable.

E6.4 *Preparation for Assessment*

Requirements of clause 7.4 of ISO/IEC 17011:2017 shall be applied.

In addition, the accreditation body shall appoint an assessment team consisting of a team leader and a suitable number of assessor(s)/expert(s) who is/are qualified in halal and competent enough in halal products requirements as per the scope of the halal certification scheme.

When selecting the assessment team, the accreditation body shall ensure that the expertise brought to each assignment is appropriate. In particular, the team as a whole:

- a) shall have appropriate expertise in the specific scope of halal compliant accreditation;
- b) shall have sufficient understanding to make a reliable assessment of the competence of the conformity assessment body to operate within its halal' compliant scope of accreditation.

E6.5 *Review of Documented Information*

Requirements of clause 7.5 of ISO/IEC 17011:2017 shall be applicable.

E6.6 *Assessment*

Requirements of clause 7.6 of ISO/IEC 17011:2017 shall be applicable.

E6.7 *Accreditation Decision-making*

Requirements of clause 7.7 of ISO/IEC 17011:2017 shall be applicable.

In addition:

- a) The accreditation body shall ensure that personnel involved in halal compliant accreditation decision-making are having appropriate knowledge on halal requirements.
- b) The accreditation body shall define the criteria of competency for personnel involved in halal compliant accreditation decision making.

E6.8 *Accreditation Information*

Requirements of clause 7.8 of ISO/IEC 17011:2017 shall be applicable.

E6.9 *Accreditation Cycle*

Requirements of clause 7.9 of ISO/IEC 17011:2017 shall be applicable.

E6.10 *Extending Accreditation*

Requirements of clause 7.10 of ISO/IEC 17011:2017 shall be applicable.

E6.11 *Suspending, Withdrawing or Reducing Accreditation*

Requirements of clause 7.10 of ISO/IEC 17011:2017 shall be applicable.

E6.12 *Complaints*

Requirements of clause 7.12 of ISO/IEC 17011:2017 shall be applicable.

In addition, the decision to be communicated to the complainant shall be made by, or reviewed and approved by, individual(s) not involved in the activities in question and knowledgeable in Halal compliant accreditation process and halal requirements.

E6.13 *Appeals*

Requirements of clause 7.13 of ISO/IEC 17011:2017 shall be applicable.

In addition, the decision to be communicated to the appellant shall be made by, or reviewed and approved by, individual(s) not involved in the activities in question and knowledgeable in Halal compliant accreditation process and Halal requirements.

E6.14 *Records on Conformity Assessment Bodies*

Requirements of clause 7.14 of ISO/IEC 17011:2017 shall be applicable.

E7 **Information Requirements**

E7.1 *Confidential Information*

Requirements of clause 8.1 of ISO/IEC 17011:2017 shall be applicable.

E7.2 *Publicly Available Information*

Requirements of clause 8.2 of ISO/IEC 17011:2017 shall be applicable.

E8 **Management System Requirements**

E8.1 *General*

Requirements of clause 9.1 of ISO/IEC 17011:2017 shall be applicable.

E8.2 *Management System*

Requirements of clause 9.2 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall ensure having all needed procedures and policies that enables it to fulfil requirements related to halal accreditation in conformity assessment practices.

E8.3 *Document Control*

Requirements of clause 9.3 of ISO/IEC 17011:2017 shall be applicable.

E8.4 *Records Control*

Requirements of clause 9.4 of ISO/IEC 17011:2017 shall be applicable.

E8.5 *Nonconformities and Corrective Actions*

Requirements of clause 9.5 of ISO/IEC 17011:2017 shall be applicable.

E8.6 Improvement

Requirements of clause 9.6 of ISO/IEC 17011:2017 shall be applicable.

E8.7 Internal Audits

Requirements of clause 9.7 of ISO/IEC 17011:2017 shall be applicable.

E8.8 Management Reviews

Requirements of clause 9.8 of ISO/IEC 17011:2017 shall be applied.

In addition, the inputs to management reviews shall include:

- a) Considering results of peer evaluations done under IAF.
- b) Feedback from interested parties in field of halal.

Abbreviations

- GCC : Gulf Cooperation Council
- GSO : GCC Standards Organization
- CBs : Certification Bodies
- IAF : International Accreditation Forum
- ISO : International Organization for Standardization
- MS : Malaysian Standard
- OIC : Organization of Islamic Cooperation
- SMIIC : Standards and Metrology Institute for Islamic Countries

References

- GSO Standards for Halal Products (GSO 2055 Part 1, 2 & 3)
- Malaysian Standard for Halal Food (MS 1500)
- OIC/SMIIC Standards for Halal Food (OC/SMIIC 1, 2 & 3)

Revision Information (Version 1, Revision 1 - March 2026)

Following changes are made to simplify the Scheme and align it with the DGFT notification(s):

Type	Clauses
Addition	Overall scope & normative reference
Simplification / refinement	Scheme Title, QCI Address, Version details, Table of Contents, B1, B3, B4, B6, B7, B8, B9, B10, B11, B12, Part C Title, C1 to C10, Annex C-2 (references to HACCP & categories), Part E Title, E1 to E6, E8, Abbreviations, References
Referenced to other standard	B8.2 to B8.4, Annex B-2
Deletion	Part A preamble & note, A1.1 to A1.17, B2, B11, B8.1, B9.4, B9.9 to B9.11, B10.2, Annex B-1, C2.3, C8.4.8, Annex C-1, Part D, E2.3, E3.6, E5.4